

**DELAWARE DEPARTMENT OF JUSTICE  
JOB OPENING**

**Opening Date: November 27, 2019**

**Closing Date: December 6, 2019**

**DEPUTY ATTORNEY GENERAL  
Civil Division, Department of Education, Kent County**

The Delaware Department of Justice, Civil Division, Administrative Law & Education Unit, seeks a Deputy Attorney General to represent the State Board of Education, various divisions of the Department of Education, and the Merit Employees Relation Board. This position is located in Dover and encompasses the following responsibilities:

- Representation of the State Board of Education, including attendance at monthly meetings and providing advice on issues such as student discipline appeals, charter schools, professional standards for educators, and student assessment. This position also advises the Hearing Officer in student discipline appeals to the State Board, and drafts proposed decisions and orders.
- Advising the Exceptional Children Resources Group of the Department of Education on matters involving the provision of special education and related services under state and federal law, including review of administrative and due process complaints, drafting and review of associated regulations and proposed legislation, and drafting and review of associated agreements.
- Prosecuting Educator Licensing discipline and revocation cases before the Professional Standards Board and representing the Department of Education on any appeal.
- Assisting the other DOE DAGs as needed.
- Representing the Merit Employee Relations Board serving as the referee for prehearing conferences and simplifying the factual and legal issues by stipulation, resolving any discovery disputes or other preliminary or procedural matters between the parties, suggesting resolutions on exhibit admission into evidence and drafting a prehearing order. Attending MERB hearings, providing legal advice and drafting the written decisions; researching and advising the MERB and other DAGs on the merit system and rules; drafting appellate briefs defending MERB decisions.
- Other responsibilities as assigned.

**Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources.**

**External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link): <http://attorneygeneral.delaware.gov/executive/hr/job-application/>**

**OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6<sup>th</sup> Floor, Wilmington, DE 19801, OR E-mail to: [DOJHR@delaware.gov](mailto:DOJHR@delaware.gov) OR Fax to: 302-577-5866. EOE.**